

(c) Unsolicited proposals shall be submitted in an original and five copies at least six months in advance of the date the offeror desires to begin work so that there will be enough time to evaluate the proposal and negotiate a contract.

[50 FR 31320, Aug. 1, 1985, as amended at 55 FR 28207, July 10, 1990]

#### **4415.506-1 Receipt and initial review.**

(a) The Office of Acquisition Management shall acknowledge an unsolicited proposal. Simultaneously, copies of the proposal shall be sent to the appropriate program offices for evaluation.

(b) *Information Requirements.* The Office of Acquisition Management shall keep records of unsolicited proposals received and shall provide prompt status information to requestors. The records shall include, as a minimum, the number of unsolicited proposals received, funded, and rejected during the fiscal year, the identity of the proposers and the office to which each was referred. These numbers shall be broken out by source (large business, small business, university, or nonprofit institutions).

[50 FR 31320, Aug. 1, 1985, as amended at 55 FR 28207, July 10, 1990]

### **Subpart 4415.6—Source Selection**

SOURCE: 55 FR 28207, July 10, 1990, unless otherwise noted.

#### **4415.612 Formal source selection.**

##### **4415.612-70 Scope.**

(a) Formal source selection procedures shall apply to competitively negotiated acquisition when the estimated cost exceeds \$25,000.

(b) Formal source selection procedures do not apply to the acquisition of Architect-Engineer Services, acquisition from other Government agencies (including State and local), or any other acquisition which is specifically exempted by the Director.

#### **4415.612-71 Key participants.**

(a) A proposal evaluation team shall be formed to conduct the technical evaluation of proposals. For acquisitions estimated to cost \$10 million or

less, the team shall be called the Technical Evaluation Panel (TEP) and shall consist of at least three (3) voting members. For acquisitions in excess of \$10 million, or those whose estimated cost does not exceed \$10 million, but the selected source is likely to receive funding for future phase(s) of the same project, and the aggregate amount of such funding (including the current acquisition) is estimated to exceed \$10 million, the team shall be called the Source Evaluation Board (SEB) and shall consist of at least five (5) voting members.

(b) The Source Selection Official or the Contracting Officer, depending upon the dollar amount of the proposed award and any anticipated additions to it, shall select a source for contract award. For acquisitions estimated to exceed \$10 million, the program head, i.e., Associate Director/Administrator, of the acquiring office shall be the Source Selection Official. For acquisitions estimated to cost \$10 million or less, the Contracting Officer shall be the Source Selection Official.

### **Subpart 4415.8—Price Negotiation**

#### **4415.803 General.**

When all efforts to get a contractor to agree to a reasonable price or fee have failed, the contracting officer shall refer the matter to the head of the contracting activity.

### **Subpart 4415.10—Preaward, Award and Postaward Notifications, Protests, and Mistakes**

#### **4415.1003 Debriefing of unsuccessful offerors.**

Any unsuccessful offeror may write for a debriefing within two months after contract award. The contracting officer shall provide the debriefing.

## **PART 4416—TYPES OF CONTRACTS**

### **Subpart 4416.3—Cost-Reimbursement Contracts**

Sec.

4416.303 Cost-sharing contracts.